

Agenda

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City Executive Board

Date: **Wednesday 6 October 2010**

Time: **5.00 pm**

Place: **Oxford Town Hall, St Aldate's**

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If you would like help to understand this document please call Alec Dubberley, Democratic Services Officer on 01865 252402 or e-mail adubberley@oxford.gov.uk in advance of the meeting.

City Executive Board

Membership

Chair	Councillor Bob Price	Corporate Governance, Partnerships, Cultural Development and Communications
	Councillor Ed Turner	Finance, Corporate Assets and Strategic Planning
	Councillor Antonia Bance	Regeneration and Community Development
	Councillor Colin Cook	City Development
	Councillor Mark Lygo	Sport, Play and Schools Liaison
	Councillor Sajjad Malik	Safer Communities
	Councillor Joe McManners	Housing
	Councillor Val Smith	Customer Services
	Councillor John Tanner	Cleaner, Greener Oxford
	Councillor Bob Timbs	Leisure Partnerships

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AGENDA

PART ONE PUBLIC BUSINESS

Pages

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Board Members are asked to declare any personal or personal prejudicial interests they may have in any of the following agenda items. Guidance is contained at the end of these agenda pages.

3. PUBLIC QUESTIONS

When the Chair agrees, members of the public may ask questions – up to 15 minutes in total is allowed for this item. Questions must be about items on the agenda and the actual wording of the question(s) must be given to the Head of Law and Governance by 2.00 pm on the working day before the meeting (email: executiveboard@oxford.gov.uk or telephone the person named as staff contact).

4. SCRUTINY COMMITTEE REPORTS

The following scrutiny committee reports may be submitted to this meeting:-

- Review – Housing Stock De-designation
- Call-in – Swimming Provision to the south of the City
- Community Cohesion

5. RISK MANAGEMENT – QUARTER 1 REPORT

Lead Member: Councillor Price

Report of the Head of Finance

1 - 3

This report represents the first quarterly review in 2010/11 of the corporate and service risk registers. It summarises changes to the registers. The report is for noting.

6. WIND TURBINE – SOUTH HORSPATH

Lead Member – Councillors Tanner and Turner

Report of the Interim Head of Corporate Assets

5 - 14

This report explains that a new area of land off Oxford Road, Horspath has been identified as the option site in south Horspath for a wind turbine, and explains why this is. The report asks the Board to agree to this revised option

site.

7. CONTRACT FOR THE SUPPLY OF EXTERNAL LEGAL ADVICE TO THE OXFORDSHIRE COUNCILS AND THE ROYAL BERKSHIRE FIRE AUTHORITY

Lead Member: Councillor Price

Report of the Head of Law and Governance

15 - 20

This report explains the concept of the Oxfordshire 'legal hub' and asks the Board to agree to officers putting the arrangements in place.

8. COUNCIL 2012 PROGRAMME

Lead Member: Councillor Price

Report of the Executive Director, City Services

21 - 27

This report updates the Board with progress on the Council 2012 programme (a programme that embraces Offices for the Future and the restructure involving Direct Services, Housing and Communities, combined customer services and corporate assets. The report is essentially for noting, with endorsement being requested for certain performance indicators designed to measure the programme.

9. FINANCIAL SUPPORT TO VOLUNTARY AND COMMUNITY ORGANISATIONS IN OXFORD

Lead Member: Councillor Bance

Report of the Head of Community Housing and Community Development

29 - 69

This report concerns grant funding and commissioning (whereby the Council specifies services it would like to see provided and invites bids to provide them) in respect of voluntary and community organisations and invites the Board to reach decisions for the forthcoming year.

10. OLD FIRE STATION DEVELOPMENT

Lead Member: Councillor Price

Report of the Head of Community Housing and Community Development

71 - 105

This report advises the Board of progress on the Old Fire Station project; asks it to endorse 'no change' in the Council's capital contribution to the project; and seeks approval for two grants towards the establishment of the Old Fire Station arts company.

11. CAPITAL PROGRAMME REVIEW

Lead Member: Councillor Turner

Report of the Head of Finance

107 - 114

This report sets out a revised capital programme for 2010/11 and asks the Board to recommend Council to agree it.

12. WRITE OFFS

Lead Member: Councillor Turner

Report of the Head of Customer Services

115 - 123

This report presents unrecoverable debts for write-off.

13. REVENUES AND BENEFITS SOFTWARE PROJECT APPROVAL AND CONTRACT

Lead Member: Councillor Turner

125 - 132

Report of the Head of Customer Services

This report seeks project approval for software to support and maintain a system to process Council Tax, Business Rates, income management and housing and council tax benefits.

14. FUTURE ITEMS

This item is included on the agenda to give members the opportunity to raise issues on the Forward Plan or update the Board about future agenda items

15. MINUTES

Minutes of the meeting held on 1 September 2010

133 - 142

16. MATTERS EXEMPT FROM PUBLICATION

If the Board wishes to exclude the press and the public from the meeting during consideration of any of the items on the exempt from publication part of the agenda, it will be necessary for the Board to pass a resolution in accordance with the provisions of Paragraph 21(1)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 on the grounds that their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Schedule 12A of the Local Government Act 1972.

The Board may maintain the exemption if and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

DECLARING INTERESTS

What is a personal interest?

You have a personal interest in a matter if that matter affects the well-being or financial position of you, your relatives or people with whom you have a close personal association more than it would affect the majority of other people in the ward(s) to which the matter relates.

A personal interest can affect you, your relatives or people with whom you have a close personal association positively or negatively. If you or they would stand to lose by the decision, you should also declare it.

You also have a personal interest in a matter if it relates to any interests, which you must register.

What do I need to do if I have a personal interest?

You must declare it when you get to the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you. You may still speak and vote unless it is a prejudicial interest.

If a matter affects a body to which you have been appointed by the authority, or a body exercising functions of a public nature, you only need declare the interest if you are going to speak on the matter.

What is a prejudicial interest?

You have a prejudicial interest in a matter if;

- a) a member of the public, who knows the relevant facts, would reasonably think your personal interest is so significant that it is likely to prejudice your judgment of the public interest; and
- b) the matter affects your financial interests or relates to a licensing or regulatory matter; and
- c) the interest does not fall within one of the exempt categories at paragraph 10(2)(c) of the Code of Conduct.

What do I need to do if I have a prejudicial interest?

If you have a prejudicial interest you must withdraw from the meeting. However, under paragraph 12(2) of the Code of Conduct, if members of the public are allowed to make representations, give evidence or answer questions about that matter, you may also make representations as if you were a member of the public. However, you must withdraw from the meeting once you have made your representations and before any debate starts.